

**APPLICATION FOR POST-APPROVED
FIELD TRAINING PROGRAM
(AFTER ACADEMY)**

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
1601 Alhambra Boulevard
Sacramento, California 95816-7083

Instructions: After-Academy field training programs may be applied for by an agency head whose agency participates in the POST Regular or Specialized Program. Program requirements are specified in Section 2.

Section 1 - General Information

| | | |
|--------------------------------------|------------|------------------|
| Agency | | Date |
| Name of Agency Head | Title/Rank | Phone () |
| Name of Field Training Administrator | Title/Rank | Phone () |

Section 2 - Agency Head Request for After-Academy Field Training Program Approval

Directions: Check each box acknowledging compliance with each of the following minimum approval requirements. Any omission may prevent/delay approval of this request.

- ☐ 1. The field training program, which shall be delivered over a minimum of 10 weeks, shall be based upon structured learning content as recommended in the *POST Field Training Program Guide* or upon a locally developed field training guide which includes the same material. (NOTE: Submission of the agency's field training program guide along with this application is required if the applicant agency's field training program guide is to be used.)
- ☐ 2. The field training program's emphasis shall be on both training and evaluation of trainees.
- ☐ 3. A trainee shall have satisfactorily completed the Regular Basic Course before participating in the Field Training Program.
- ☐ 4. The field training program shall have a field training administrator/supervisor who: has been awarded or is eligible for the award of a POST Supervisory Certificate or has been selected based on the agency head's (or his/her designate's) nomination or appointment. Recommended training is the Field Training Officer Course and/or the Field Training Administrator's Course.
- ☐ 5. Trainees shall be supervised depending upon their assignment: (A) A trainee assigned to general law enforcement patrol duties shall be under the direct and immediate supervision (physical presence) of a qualified field training officer. (B) A trainee assigned to non-peace officer, specialized functions for the purpose of specialized training or orientation (i.e., complaint/dispatcher, records, jail, investigations) is not required to be in the immediate presence of a qualified field training officer.
- ☐ 6. Each trainee shall be evaluated daily with written summaries of performance prepared and reviewed with the trainee by the field training officer. Each trainee's progress shall be monitored by a field training administrator/supervisor by review and signing of the daily evaluations and/or by completing weekly written summaries of performance that are reviewed with the trainee.
- ☐ 7. A field training officer shall have: (1) been awarded a POST Basic Certificate; (2) successfully completed the POST-certified Field Training Officer Course; (3) one year patrol experience; (4) a supervisor's recommendation based upon the officer's desire to be a field training officer and their ability to be a positive role model; and (5) been selected based upon an agency specific selection process.
- ☐ 8. Each field training officer shall be evaluated by the trainee and a field training administrator/supervisor. The trainee shall complete and submit a confidential evaluation to a field training administrator at the end of the field training program. A field training administrator/supervisor shall provide a detailed evaluation to each field training officer on his/her performance as a field training officer.
- ☐ 9. Documentation of trainee performance shall be maintained by the agency. The field training officer's attestation of each trainee's successful completion of the field training program and a statement that releases the trainee from the program, along with the signed concurrence of the agency/department head (or his/her designate), shall be retained in agency records. Retention length shall be based upon agency record policies.

Section 3 - Agency Head Attestation and Signature

I attest that the above statements describing my agency's field training program are true and that this agency will adhere to these described minimum requirements.

Agency Head

Date